HUAWEI Ascend G6

User Guide

HUAWEI

Contents

Foreword

Safety precautions

Getting started

4 Your phone at a glance
5 Switching your phone on and off
6 Gestures
6 Locking and unlocking the screen
8 Getting to know your home screen
11 Using the notification panel
12 Accessing applications
12 Texting

Personalising your phone

15 Setting the theme
15 Change the wallpaper
15 Setting the home screen transition effect
16 Organising home screen widgets and application icons
17 Organising home screen icons using folders
17 Customising Me Widget
19 Customising your home screens
19 Customising switch shortcuts on the notification panel
20 Managing profiles
21 Setting tones
21 Changing the font size
22 Setting the screen unlock method
23 Adjusting the screen brightness

Calls

24 Smart dialling
24 Answering or rejecting a call
25 Viewing the call log
25 What you can do during a call
26 Making a conference call
26 Answering a third-party call
27 Making emergency calls
27 Other call services

People

29 Creating a contact
29 Searching for a contact
29 Importing or exporting contacts
30 Adding a contact to your favourites
31 Deleting contacts
31 Sharing contacts
31 Contact groups

Messaging

33 Sending a text message
33 Sending a multimedia message
34 Replying to a message
34 Searching for a message
34 Managing messages
35 Modifying message settings

Browser

36 Browsing web pages
36 Managing bookmarks
37 Setting the home page
37 Clearing your browsing history
38 Modifying browser settings

Email

39 Adding a POP3 or IMAP email account
39 Adding an Exchange account
40 Switching between email accounts
40 Sending emails
40 Removing an email account
40 Modifying email account settings

Multimedia

42 Camera
45 Gallery
46 Music

Internet connection

50 Mobile data connection
50 Setting up a Wi-Fi connection
52 Wi-Fi Direct
53 Sharing your phone's mobile data connection

Sharing data

55 Bluetooth

56 Using DLNA
57 Huawei Beam
57 Connecting your phone to a computer

File Manager

59 Creating a folder
59 Searching for a file
59 Copying, cutting, and pasting a file
60 Compressing or decompressing files
60 Renaming a file
60 Deleting a file
61 Creating a shortcut for a file or folder
61 Checking the memory status

Managing applications

62 Downloading applications
62 Installing an application
62 Viewing applications
63 Uninstalling an application
63 Clearing the application cache

Basic utilities

64 Calendar
65 Clock
66 Weather

Accounts and sync

68 Adding an account
68 Deleting an account
68 Turning on data synchronisation
69 Modifying account synchronisation settings

Settings

70 Turning flight mode on or off
70 Tone settings
71 Display settings
71 Setting the date and time
72 Changing the system language
72 Modifying location service settings
73 Setting the PIN of your SIM card
73 Restoring factory settings
74 Online update
74 Accessibility

Foreword

Thank you for choosing the **HUAWEI Ascend G6** smartphone.

This guide introduces you to the features and functions of your new phone. It also contains safety precautions so, before you start using your new phone, please read this guide first.

All pictures and illustrations in this document are for your reference only. The actual product may vary.

Symbols and definitions

The following symbols are used in this document.

	Note	Provides additional information.
	Caution	Indicates potential problems that may arise if proper care and attention is not taken, and describes how to handle any such problems.

Safety precautions

Please read these safety precautions carefully before using your phone.

Do not crush, throw, or puncture your phone. Avoid dropping, squeezing, or bending it also.

Your phone is not meant for use in a damp environment, such as the bathroom. Do not submerge your phone in liquid of any sort and avoid getting your phone wet.

Avoid using your mobile phone in areas where it may cause interference or present a hazard. Follow local laws and regulations.

Avoid using your phone while driving. Your safety should always be your top priority.

Follow any rules or regulations in hospitals and health care facilities. Power off your phone near any medical apparatus.

Power off your phone in an aircraft. The phone may interfere with the aircraft's control equipment and navigation system.

Power off your phone near high-precision electronic devices. The phone may affect the performance of these devices.

Do not attempt to disassemble your phone or its accessories. Only qualified personnel are allowed to service or repair the phone.

Do not place your phone or its accessories in containers with a strong electromagnetic field.

Do not place magnetic storage media near your phone. Radio waves from the phone may erase the information stored on them.

Do not expose your phone to extreme temperatures or use it at a location with flammable materials, such as petrol stations.

Keep your phone and its accessories away from small children or ensure adult supervision during use.

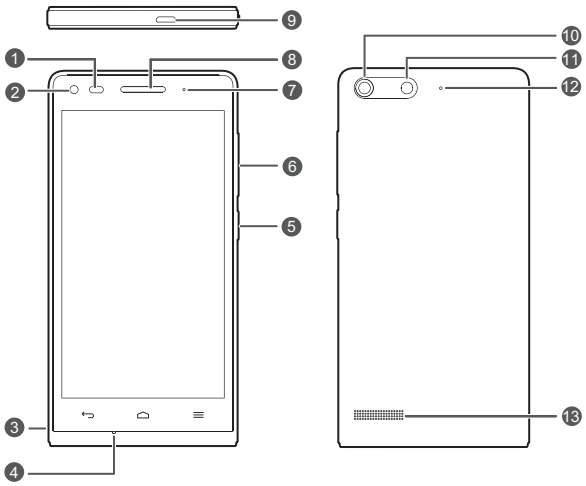
Use only approved batteries and chargers to avoid the risk of explosions.

Observe any laws or regulations on the use of wireless devices. Respect the privacy and legal rights of others when using your phone.

To prevent damage to your phone or your computer, follow all instructions pertaining to the USB cable.

Getting started

Your phone at a glance



1	Proximity sensor/light sensor	2	Front camera
3	Headset connector	4	Microphone
5	Power button	6	Volume button
7	Status indicator	8	Earpiece
9	Micro USB connector	10	Rear camera
11	Camera flash	12	Noise reduction microphone
13	Speaker	-	-

Buttons

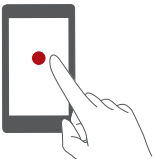
	• When your phone is powered off, press and hold to switch it on. • Press to turn the screen on or off. Press and hold to display the options menu.
	• Touch to return to the previous screen or exit the current application. • When you are entering text, touch to hide the onscreen keyboard.
	Touch to return to the home screen.
	• Touch to display the options menu. • Touch and hold to display the list of recently used applications.

Switching your phone on and off

- To switch your phone on, press and hold .
- To switch your phone off, press and hold to display the options menu, then touch **Power off** > **OK**.

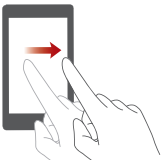
If an error occurs and you cannot switch your phone off, press and hold for 10 seconds or more to restart your phone.

Gestures

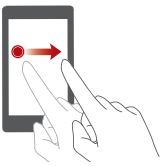


Touch: Tap an item once. For example, touch to select an item or open an application.

Touch and hold: Touch and leave your finger on the screen for 2 seconds or more. For example, touch and hold an application, widget, or blank area to display the related option menu.



Flick: Where applicable, swipe your finger in the direction you want the screen to move. For example, you can flick left or right across the notification panel to dismiss a notification.



Drag: Touch and hold an item and then move it to another position. For example, you can re-arrange applications and widgets on the home screen this way.

Pinch: Pinch two fingers together to zoom out or stretch them apart to zoom in. For example, pinch together or apart to zoom in or out on a picture or web page.

Locking and unlocking the screen

Locking the screen not only prevents your phone from carrying out undesirable operations when you are not using it, but also protects it from unauthorised use. You can lock and unlock your screen in a number of ways. The pre-installed screen unlock method is used as an example in this section.

Locking the screen

- Method 1: Press to lock the screen.
- Method 2: If your phone is idle for a specified length of time, it automatically locks its screen.

To select the screen lock method, touch on the home screen. On the displayed **General** tab, touch **Screen lock**.

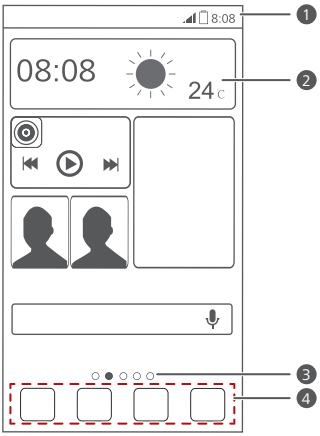
Unlocking the screen

1. If the screen is off, press to turn it on.
2. Drag right towards to unlock the screen.

From the lock screen, you can also drag left towards a preconfigured application to open it.

Getting to know your home screen

Your home screens are where you'll find your favourite widgets and all your applications. We did away with the application list to give you a more convenient and direct path to your applications. The default home screen is shown below.



1	Status bar: displays notifications and icons. Flick down from the status bar to open the notification panel.
2	Display area: displays application icons, folders, and widgets.
3	Screen position indicator: shows the current screen's position.
4	Dock: displays your most common applications.

Status icons

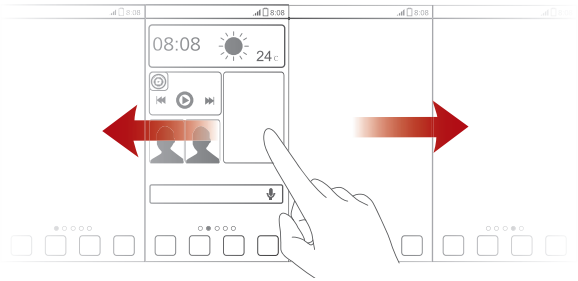
	Signal strength	E	Enhanced Data rates for GSM Evolution (EDGE) network connected
G	GPRS network connected	H	High Speed Packet Access (HSPA) network connected

3G	3G network connected		Flight mode enabled
4G	Long Term Evolution (LTE) network connected		Receiving location data from GPS
R	Roaming		Silence mode enabled
	Bluetooth on		Charging
	Vibration mode enabled		Battery low
	Alarms enabled		Missed calls
	Battery full		New emails
	Call in progress		Select input method
	New messages		Connected to a Wi-Fi network
	New voicemails		Downloading data
	Wi-Fi network available		Upcoming events
	Uploading data		Sign-in or synchronisation problem
	No SIM card found		synchronisation failed
	Synchronising data		More notifications
	Portable Wi-Fi hotspot on		Headset plugged in
	Connected to a VPN		USB tethering on
	USB debugging mode enabled	–	–

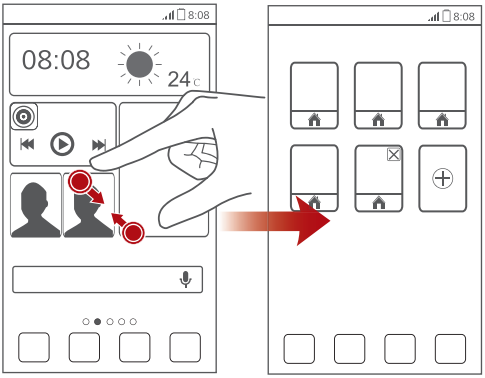
Switching between home screens

Running out of space on the home screen? Not to worry. Your phone lets you create more home screens for various application icons and widgets.

- Flick left and right across the screen to switch between the home screens.



- Pinch two fingers together to display the home screen thumbnails. Touch a thumbnail to enter that home screen.



Taking a screenshot

Want to share an interesting scene in a movie or show off your new high score in a game? Take a screenshot and share away.

Press and the volume down button simultaneously to take a screenshot. Screenshots are saved to the **Screenshots** album in **Gallery**.

Auto-rotate screen

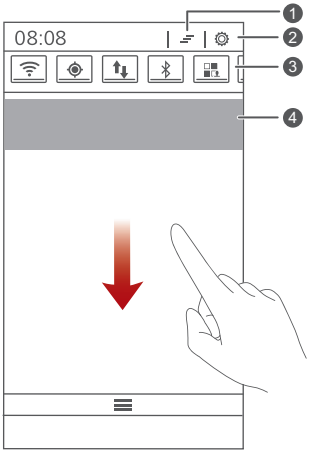
Your phone features a tilt sensor. If you rotate your phone when browsing a web page or viewing a photo, your screen automatically changes between

landscape and portrait view. You'll also be able to enjoy tilt sensor-based applications, such as racing games.

To quickly turn the auto-rotate screen function on or off, flick down from the status bar to open the notification panel, then touch .

Using the notification panel

Flick down from the status bar to open the notification panel.



1	Touch to delete all notifications.
2	Touch to display the settings screen.
3	Touch the switch shortcuts on the notification panel to turn the functions on or off.
4	Touch an application to start it and flick left or right across a notification to dismiss it.

Accessing applications

Starting applications and switching between them

On the home screen, touch an application icon to open it.

To switch to another application, touch to return to the home screen, then touch the icon of the application you want to open.

Viewing recently used applications

To display the list of recently used applications, touch and hold . You can then:

- Touch an application to start it.
- Flick left or right across an application to dismiss it.
- Touch to clear the list.

Texting

Your phone comes with multiple text input methods. You can quickly enter text using the onscreen keyboard.

- Touch a text box to bring up the onscreen keyboard.
- To hide the onscreen keyboard, touch .

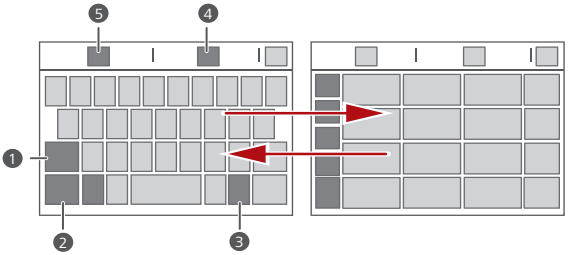
Selecting an input method

1. On the text input screen, flick down from the status bar to open the notification panel.
2. Touch to select an input method.

To change your phone's default input method, touch on the home screen. Then touch the **All** tab. Under **PERSONAL**, touch **Language & input** > **Default** to select an input method.

Huawei input method

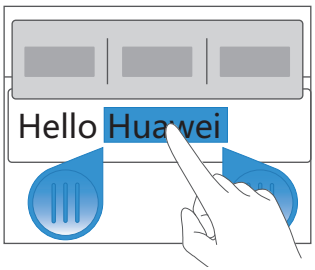
Flick your finger left or right across the onscreen keyboard to switch between the QWERTY and 9-key keyboards.



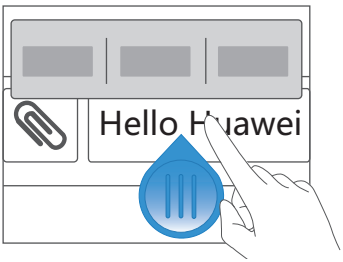
1	Touch to switch between lowercase letters, uppercase letters, and caps lock.
2	Touch to enter numbers and symbols.
3	Touch to enter emoticons.
4	Touch to switch the input language.
5	When you are typing in English, touch to switch between QWERTY and 9-key keyboards.

Editing text

Discover how to select, cut, copy, and paste text on your phone.



- **Select text**: Touch and hold the text to bring up . Then drag and to select more or less text, or touch **Select all** to select all text in a text box.
- **Cut text**: Select text and touch **Cut**.
- **Copy text**: Select text and touch **Copy**.
- **Paste text**: Touch where you want to insert the text, drag to move the insertion point, then touch **Paste** to paste the text you copied or cut.



Configuring an input method

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Language & input**.
3. Under **Keyboard & input methods**, touch the input method you want to configure.

Personalising your phone

Setting the theme

Your phone comes with a variety of themes.

Changing the theme

1. On the home screen, touch .
2. Select a theme, then touch **Apply**.

Customising a theme

1. From the theme grid, touch **CUSTOMIZE CURRENT THEME**.
2. From the element list, choose the element you want to modify.

Change the wallpaper

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialogue box.
2. Touch **Wallpapers**.
3. From the **Wallpapers** screen, you can set the following items:
   - **Lock screen wallpaper**: Set the wallpaper displayed on the phone lock screen.
   - **Home screen wallpaper**: Set the home screen wallpaper.
   - **Shake to change**: Change the home screen wallpaper by shaking your phone.
   - **Random change**: The home screen wallpaper changes randomly.

Setting the home screen transition effect

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialogue box.

2. Touch **Transitions**.
3. Select a home screen transition effect.

Organising home screen widgets and application icons

Adding a widget to the home screen

1. On the home screen, touch and hold a blank area to display the **Set home screen** dialogue box.
2. Touch **Widgets**.
3. Drag a widget from the screen's lower section to a screen thumbnail.
4. Touch ⮌ to return to the home screen.

If the home screen doesn't have enough space, your phone will automatically create a new home screen (to the right-hand side of the original) and place the widget on the new home screen.

Deleting an application icon or widget

On the home screen, touch and hold the application icon or widget you want to delete until is displayed. Drag the unwanted application icon or widget to to delete it.

Deleting an application icon uninstalls the application. When you delete an application icon, your phone prompts you to confirm the action. Touch **OK** to uninstall the application.

Moving an application icon or widget

You can rearrange application icons and widgets to any fitting empty space on the home screen.

Organising home screen icons using folders

Creating a folder on the home screen

1. On the home screen, drag an item onto another one to create a folder containing them both.
2. You can then:
   - Touch the folder name to rename it.
   - Touch + and add more items to the folder.

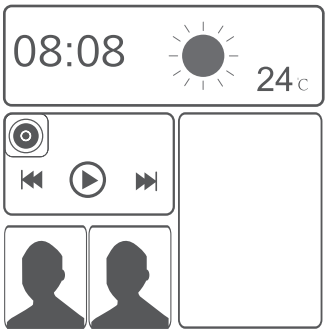
Removing an item from a folder

1. On the home screen, touch a folder.
2. Drag an item out from the folder to remove the item.

A folder must contain at least two items; otherwise, the folder will automatically disappear.

Customising Me Widget

Me Widget is a collage of popular widget units that is displayed on your home screen for your added convenience. They include contacts, music, clock, and weather.



Removing a widget unit

1. Touch and hold Me Widget until your phone vibrates, then release your finger.
2. Touch **Touch to customize** to enter editing mode.
3. Touch ✕ for the widget unit you want to remove.
4. Touch **Done**.

Adding a widget unit

1. Touch and hold Me Widget until your phone vibrates, then release your finger.
2. Touch **Touch to customize** to enter editing mode.
3. Flick left or right across the widget unit list, select a widget unit, then drag it to a blank area on Me Widget.

   Me Widget's size cannot be adjusted, so space is limited. If there isn't enough space for a new widget unit, delete some of your existing ones to make space.

4. Touch **Done**.

Moving a widget unit

Before you move a widget unit, make sure there is enough space to hold it in the new position.

1. Touch and hold Me Widget until your phone vibrates, then release your finger.
2. Touch **Touch to customize** to enter editing mode.
3. Touch and hold a widget unit until your phone vibrates, then drag it to the new position.
4. Touch **Done**.

Customising your home screens

Rearranging home screens

1. On a home screen, touch and hold a blank area to display the **Set home screen** dialogue box.
2. Touch **Thumbnails**.
3. Touch and hold a home screen thumbnail until your phone vibrates, then drag it to the new location.

Adding a home screen

1. On a home screen, touch and hold a blank area to display the **Set home screen** dialogue box.
2. Touch **Thumbnails**.
3. Touch + to add a home screen.

Deleting a home screen

Only blank home screens can be deleted.

1. On a home screen, touch and hold a blank area to display the **Set home screen** dialogue box.
2. Touch **Thumbnails**.
3. Touch × to delete a home screen.

Customising switch shortcuts on the notification panel

You can rearrange your switch shortcuts and move those you use the most to the top of the list. Shortcuts at the top are displayed in full on the notification panel.

1. Flick down from the status bar to open the notification panel.
2. Flick left on the upper area. Touch ⋮ to display the switch shortcut list.
3. Drag a switch shortcut to a new position in the list.

Managing profiles

Changing the profile

1. On the home screen, touch .
2. From the profile list, select a profile, then touch the button to its right—hand side to activate the profile.

You can also flick down from the status bar to open the notification panel and change the profile using the switch shortcuts.

Adding a profile

1. On the home screen, touch .
2. Touch .
3. Touch the text box and name the profile.
4. Touch **Next**.
5. Select actions for the profile and touch an action to configure its settings.
6. When you are done, touch **Done**.

Deleting a profile

Preset profiles cannot be deleted.

1. On the home screen, touch .
2. Touch > **Delete**.
3. Select the profile you want to delete.
4. Touch **DELETE**.
5. Touch **OK**.

Setting tones

Setting the ringtone

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Sound**.
3. Touch **Phone ringtone** and select one of the following options from the displayed dialogue box:
   - **Ringtone**: choose from the default selection.
   - **Music**: choose from the audio files you have saved to your phone.
4. Touch **Apply**.

Setting notification tones

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Sound**.
3. Touch **Notification tone**.
4. Select a tone type.

You can configure the email notification tone only after you have set up an email account.

5. Select a tone.
6. Touch **Apply**.

Changing the font size

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Display**.
3. Touch **Font size**, then select a font size.

Setting the screen unlock method

Face unlock

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock** > **Face Unlock**.
4. Follow the onscreen instructions to take a photo of your face.
   Your phone will use face unlock as the primary unlock method.
5. Set a secondary unlock method.

If conditions prevent face unlock from recognising you (such as dim lighting), follow the onscreen instructions to unlock your phone using the secondary unlock method.

To turn face unlock off, use the secondary unlock method to enter the **Screen lock** screen, then select another unlock method.

Pattern unlock

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock** > **Pattern**.
4. Follow the onscreen instructions to set a screen unlock pattern.

If you draw incorrect patterns five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

PIN unlock

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock** > **PIN**.
4. Follow the onscreen instructions to set a screen unlock PIN.

After you set the PIN, you must enter it every time you want to unlock the phone screen.

If you enter incorrect PINs five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

Password unlock

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Screen lock** > **Password**.
4. Follow the onscreen instructions to set a screen unlock password.
5. Repeat the password, then touch **OK**.

After you set the password, you must enter it every time you want to unlock the phone screen.

If you enter incorrect passwords five consecutive times, the screen stops responding to further unlock attempts for 30 seconds. You will still be able to make emergency calls during this time.

Adjusting the screen brightness

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Display**.
3. Touch **Brightness**.
4. In the displayed dialogue box, perform one of the following:
   - Select the **Automatic brightness** check box to have your phone automatically adjust its screen brightness based on the ambient light.
   - Drag the slider left or right to reduce or increase the screen brightness.

You can also flick down from the status bar to open the notification panel and adjust the screen brightness using the switch shortcuts.

Calls

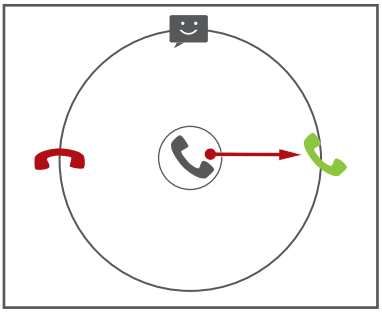
Smart dialling

Smart dialling lets you find your contacts quickly and easily, just enter part of their name or number to find them.

1. On the home screen, touch .
2. Enter the initials or first few letters of a contact's name, or part of the contact's phone number.
   Matching contacts in your phone and phone numbers in your call log are then displayed in a list.
3. From the list, select the contact you want to call.
4. To end the call, touch .

Answering or rejecting a call

When a call comes in, you can press the volume button to mute the ringtone.



- Drag right to answer the call.
- Drag left to reject the call.

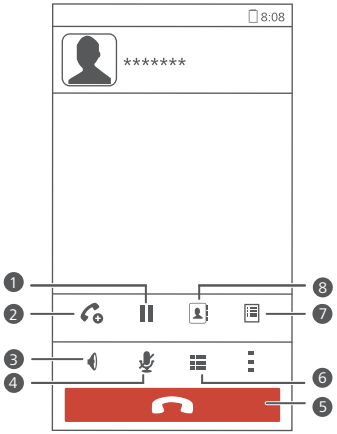
- Drag up to reject the call and send the caller a message.

On the dialler screen, touch > **Call settings** > **Quick responses** to edit the message that will be sent.

Viewing the call log

1. On the home screen, touch to display your recent calls above the dialler.
2. Touch > **Missed calls** to view your missed calls.

What you can do during a call



1	Touch > to place the current call on hold, and touch again to resume the call.
2	Touch > to start a three-way call. Before you use three-way calling, make sure you have subscribed to this service. For details, contact your service provider.
3	Touch to use the speakerphone.

4	Touch to mute or unmute the microphone.
5	Touch to end the call.
6	Touch to display the dialler.
7	Touch > to write a note.
8	Touch > to display the contact list.

To return to the call screen, flick down from the status bar to open the notification panel, then touch **Current call**.

Making a conference call

Having a conference call with your friends, family, and colleagues is easy. Make or answer a call, then dial another number to add the second participant to your conference call.

Before you make a conference call, make sure you have subscribed to this service. For details, contact your service provider.

1. Call the first participant.
2. When the call is connected, touch > to call the second participant. The first participant will be placed on hold.
3. When the second call is connected, touch to start a conference call.
4. To add more people to the call, repeat steps 2 and 3.
5. Touch to end the call.

Answering a third-party call

Before you can answer a third-party call, you must turn call waiting on.

1. If a call comes in when you are already in another call, drag right to answer the new call and place the first call on hold.
2. To switch between the two calls, touch .

Making emergency calls

You can make calls to emergency services without needing a SIM card, but your phone must have network reception.

1. On the home screen, touch .
2. Enter the emergency number, then touch .

Emergency calls are subject to mobile network quality, use environment, service provider policies, and local laws and regulations. Never rely solely on your phone for critical communications in an emergency.

Other call services

Your phone also supports other call functions, such as call forwarding, call waiting, and voicemail. Before you use these functions, make sure you have subscribed to these services. For details, contact your service provider.

Enabling call forwarding

Too busy to answer all your calls with one phone? Forward them to another number and never miss an important call again!

1. On the home screen, touch then the **All** tab.
2. Under **APPS**, touch **Call**.
3. Touch **Call forwarding**.
4. Select a forwarding mode.
5. Enter the phone number to which you want to forward calls, then touch **Enable**.

Enabling call waiting

Call waiting lets you answer another incoming call when you are already in a call and switch between them.

1. On the home screen, touch then the **All** tab.
2. Under **APPS**, touch **Call**.

3. Touch **Additional settings**.

4. Touch **Call waiting** to enable call waiting.

Setting up your voicemail

Voicemail answers your calls when your phone is turned off or you're engaged in another call, and lets those callers record you a voice message.

Before you use voicemail, make sure you have subscribed to the voicemail service and have your voicemail number. For details, contact your service provider. You must also enable call forwarding and set all incoming calls to be forwarded to your voicemail.

1. On the home screen, touch then the **All** tab.

2. Under **APPS**, touch **Call**.

3. Touch **Voicemail** > **Voicemail settings** > **Voicemail number**.

4. Enter your voicemail number, then touch **OK**.

To listen to your voicemail messages, touch and hold the **1** key on the dialler and follow the voice instructions.

People

Forget about lugging around business card holders. You can now easily store and manage your contacts.

Creating a contact

1. On the home screen, touch then the **Contacts** tab.
2. Touch .
3. Select an account.
4. Enter the contact name, phone number, and other details. Touch **Add another field** to enter more information.
5. Touch **DONE** to save the contact.

Searching for a contact

1. On the home screen, touch then the **Contacts** tab.
2. Touch the search box.
3. Enter the contact name or initials.
   Matching results are displayed as you type.

For example, to search for John Doe, enter **John Doe** or **JD**.

Importing or exporting contacts

Your phone supports vCards. A vCard can contain the name, address, phone number and much more, and is saved as a .vcf file.

Importing contacts from a storage device

You can import vCards from a storage device to your phone.

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Manage contacts** > **Import from storage**.

3. Select one or more vCards.

4. Touch **OK**.

Importing contacts from a Bluetooth device

You can import vCards from a Bluetooth device to your phone.

1. On the home screen, touch then the **Contacts** tab.

2. Touch > **Manage contacts** > **Import via Bluetooth**.
   Your phone then enables Bluetooth and searches for available Bluetooth devices.

3. Touch the Bluetooth device with which you want to pair your phone.
   When the two devices are paired, your phone automatically imports vCards from the other device.

Exporting contacts

Back up your contacts to an external storage device to avoid loosing them if, for example, you loose your phone.

1. On the home screen, touch then the **Contacts** tab.

2. Touch > **Manage contacts** > **Export to storage**.
   A dialogue box is then displayed, showing the exported vCard name and its save location.

3. Touch **OK**.

To view the exported vCard, open **File Manager**. The vCard is stored in the root directory of your phone's internal storage.

Adding a contact to your favourites

1. On the home screen, touch then the **Favorites** tab.

2. Touch .

3. Touch the contact you want to add to favourites or touch **All** to select all contacts.

4. Touch **Add**.

Deleting contacts

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Delete contacts**.
3. Touch the contacts you want to delete, or touch **All** to select all contacts.
4. Touch **Delete**.
5. Touch **OK**.

Sharing contacts

You can share contacts in .vcf format in many ways.

1. On the home screen, touch then the **Contacts** tab.
2. Touch > **Share contacts**.
3. Touch the contacts you want to share, or touch **All** to select all contacts.
4. Touch **Share**, then choose a sharing method from the displayed options menu.

Contact groups

You can create a contact group and send a message or email to all group members simultaneously.

Creating a contact group

1. On the home screen, touch then the **Groups** tab.
2. Touch .
3. Name the contact group.
4. Touch .
5. Select one or more contacts.

6. Touch **ADD MEMBERS**.

7. Touch **DONE**.

Editing a contact group

1. On the home screen, touch then the **Groups** tab.

2. Touch and hold the contact group you want to edit.

3. From the displayed options menu, choose **Edit**.

4. Rename the group or manage group members.

5. Touch **DONE**.

Sending messages or emails to a contact group

1. On the home screen, touch then the **Groups** tab.

2. Touch and hold the contact group you want to send a message or email to.

3. From the displayed options menu, choose **Send message** or **Send email**.

You can also open the contact group and touch to send a message or to send an email.

Deleting a contact group

1. On the home screen, touch then the **Groups** tab.

2. Touch and hold the contact group you want to delete.

3. From the displayed options menu, choose **Delete**.

Deleting a contact group does not delete the individual group members from your phone.

Messaging

Sending a text message

1. On the home screen, touch .
2. In the list of message threads, touch .
3. Touch the recipient text box, then enter the contact name or phone number.

Touch to select more contacts.

4. Write your message.
5. Touch Send.

Sending a multimedia message

Make sure your data service is on before sending multimedia messages.

1. On the home screen, touch .
2. In the list of message threads, touch .
3. Touch the recipient text box, then enter the contact name or phone number.

Touch to select more contacts.

4. Touch > **Add subject**, then enter the message subject.
5. Write your message.
6. Touch , select the attachment type, then attach a file.

To attach more than one file to the message, touch **Slide show**.

7. Touch Send.

Replying to a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch the text field to write your reply.
4. Touch Send.

Searching for a message

1. On the home screen, touch .
2. In the list of message threads, touch > **Search**.
3. Enter the message or contact, or parts of them.
   Your phone then displays matching results.

Managing messages

Copying a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to copy.
4. From the displayed options menu, choose **Copy text**.
5. Touch and hold the area where you want to paste the message, then choose **Paste** from the displayed options menu.

Forwarding a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.

3. Touch and hold the message you want to forward.
4. From the displayed options menu, choose **Forward**.
5. Touch the recipient text box, then enter the contact name or phone number.

Touch to select more contacts.

6. Touch Send.

Deleting a message

1. On the home screen, touch .
2. In the list of message threads, touch a contact name or phone number to view the conversation thread.
3. Touch and hold the message you want to delete, then touch **Delete**.

Deleting a thread

1. On the home screen, touch .
2. In the list of message threads, touch and hold the thread you want to delete.
3. From the displayed options menu, choose **Delete messages**.

Modifying message settings

1. On the home screen, touch .
2. In the list of message threads, touch .
3. Touch **Settings**.
4. Change the message tone, manage SIM card messages, and more.

Browser

Your phone's browser lets you surf the web and stay on the ball with up-to-date news and information. Staying connected has never been easier.

Browsing web pages

1. On the home screen, touch .
2. Enter a website address in the address box.
   Your phone displays matching websites as you type.
3. Touch the website you want to visit.

Managing bookmarks

Bookmarks let you keep track of your favourite websites.

Adding a bookmark

1. On the home screen, touch .
2. On the **Browser** screen, open the web page you want to add as a bookmark.
3. Touch > **Save to bookmarks**.
4. Name the bookmark or use the default name. Then, touch **OK**.

Accessing a bookmark

1. On the home screen, touch .
2. On the **Browser** screen, touch .
3. Touch **Bookmarks**.
4. Under **Local**, touch a bookmark.

Editing a bookmark

1. On the home screen, touch .
2. On the **Browser** screen, touch ☰.
3. Touch **Bookmarks**.
4. Touch and hold the bookmark you want to edit.
5. From the displayed options menu, choose **Edit bookmark**.
6. Edit the bookmark.
7. Touch **OK**.

Setting the home page

Set your favourite web page as your browser's home page to make life a little easier.

1. On the home screen, touch .
2. On the **Browser** screen, touch ☰.
3. Touch **Settings** > **General** > **Set homepage**.
4. From the displayed options menu, choose the web page you want to set as the home page.

Clearing your browsing history

To better protect your privacy, clear your browsing history from time to time.

1. On the home screen, touch .
2. On the **Browser** screen, touch ☰.
3. Touch **Settings** > **Privacy & security** > **Clear history**.
4. Touch **OK**.

Modifying browser settings

1. On the home screen, touch .
2. On the **Browser** screen, touch .
3. Touch **Settings**.
4. Customise your browser settings to better fit your needs.

Email

Out and about but expecting an important email? No need to rush home, you can send and receive emails on your phone.

Adding a POP3 or IMAP email account

Certain parameters must be set when you add a POP3 or IMAP email account. For details, contact your email service provider.

1. On the home screen, touch .
2. Select an email account type.
3. Enter your **Email address** and **Password**, then touch **Next**.
4. Follow the onscreen instructions to configure the email settings.

After the email account is set up, the **Inbox** screen is displayed.

To add more email accounts, touch > **Settings** > **Add account**.

Adding an Exchange account

Exchange is an email system developed by Microsoft to implement communication inside an enterprise. Some email service providers also provide Exchange accounts for individuals and families.
Certain parameters must be set when you add an Exchange account. For details, contact your email service provider.

1. On the home screen, touch .
2. Touch **Exchange**.
3. Enter your **Email address**, **Domain**, **Username**, and **Password**. Then, touch **Next**.
4. Follow the onscreen instructions to configure the email settings.

After the email account is set up, the **Inbox** screen is displayed.

User should know the Exchange server address, and port number before click **Next** button. Please click **Manual setup** button to config.

Touch > **Settings** > **Add account** > **Corporate**. It is the same operation to create one Exchange account.

Switching between email accounts

1. On the home screen, touch .
2. Touch the email address on the top to display your email account list.
3. Touch an email account you want to use.

Sending emails

1. On the home screen, touch .
2. Open an email account.
3. On the **Inbox** screen, touch .
4. Enter the recipient and subject, then write your message and attach any files you want to send.
5. When you are done, touch to send the email.

Removing an email account

After you remove an email account, your phone will no longer send or receive emails using that account.

1. On the home screen, touch .
2. On the **Inbox** screen, touch .
3. Touch **Settings**.
4. Select the account you want to remove.
5. Under **Remove account**, touch **Remove account**.
6. Touch **OK**.

Modifying email account settings

1. On the home screen, touch .
2. On the **Inbox** screen, touch .

3. Touch **Settings** > **General**.

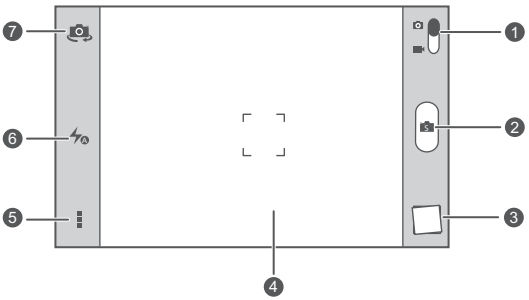
4. Set the font size, display options, and other settings.

Multimedia

Camera

Capture memories you will treasure forever. Camera takes pictures or records videos of those special moments, letting you experience them over and over again - in vivid colour and crisp quality.

Viewfinder



1	• Drag the slider to to switch to photo mode. • Drag the slider to to switch to video mode.
2	• Touch to take a photo. • Touch and hold to take burst shots.
3	Touch the thumbnail to view your photos.
4	• Touch an object on the viewfinder to focus the camera on it. • Spread two fingers to zoom in or pinch to zoom out.
5	Touch to select a capture mode.
6	Touch to set the flash mode.
7	Touch to switch between the rear and front cameras.

Taking a photo

1. On the home screen, touch .
2. Frame the scene you want to capture. The camera automatically focuses itself.
   When the viewfinder frame turns green, the camera is focused.
3. Touch .

Shooting a video

1. On the home screen, touch .
2. Frame the scene you want to record.
3. Touch to start recording.
4. Touch to stop recording.

Taking a photo in beauty mode

Want to look flawless in great quality photos? Enable beauty mode for simply stunning pictures.

1. On the home screen, touch .
2. In photo mode, touch > to switch to beauty mode.
3. Frame the scene you want to capture and adjust the beauty level.
   The camera will identify a face and focus on it.
4. Touch .

Taking a panoramic photo

Upset that your old camera couldn't capture wide scenes? Panorama mode can. With panorama mode, you can take several photos and stitch them together into one seamless shot.

1. On the home screen, touch .
2. In photo mode, touch > to switch to panoramic mode.
3. Frame the scene you want to capture.

4. Touch .

5. Move your phone slowly in the direction indicated by the arrow to capture multiple photos.

Don't move your phone too fast. If you do, or you move it beyond the limits of the panoramic view, the viewfinder will turn red to notify you that the scene wasn't captured.

6. Your phone stops shooting when it has taken enough photos for a panoramic photo. You can also touch to stop shooting.
The camera automatically stitches the photos together to create one panoramic photograph.

Using HDR

High dynamic range (HDR) imaging technology improves the details in the lightest and darkest areas of photos for true-to-life quality.

1. On the home screen, touch .

2. In photo mode, touch > to switch to HDR mode.

3. Frame the scene you want to capture. The camera automatically focuses itself.
When the viewfinder frame turns green, the camera is focused.

4. Touch .

Taking an audio photo

You can record an audio clip while taking a photo to make the photo more vivid.

1. On the home screen, touch .

2. Touch > to switch to audio photo mode.

3. Frame the scene you want to capture.

4. Touch to take a photo. The phone then records an audio clip for a few seconds. Record your thoughts for the photo you've just taken.

Gallery

Gallery is your personal treasure box of sweet memories.

Viewing photos or videos

In your **Gallery**, photos and videos are stored in separate albums.

1. On the home screen, touch .
2. Touch the album you want to view.
3. Touch the photo or video to view it in full screen mode.

When viewing a photo, pinch two fingers together to zoom out or spread them apart to zoom in.

Editing a photo

You can remove red eye, crop a photo, or apply a number of effects to make your photos even more stunning.

1. On the home screen, touch .
2. Touch the photo you want to edit.
3. Touch > **Edit**, then you can:
   - Touch to select a filter.
   - Touch to rotate or crop the photo.
   - Touch to lighten or shadow the photo.
   - Touch to add a frame to the photo.
4. Touch .

Rotating a photo

1. On the home screen, touch .
2. Touch the photo you want to rotate.
3. Touch > **Rotate left** or **Rotate right**.

You can also enable the auto-rotate screen function to have your phone automatically switch between landscape and portrait view when you rotate your phone.

Deleting a photo

1. On the home screen, touch .
2. Touch the photo you want to delete.
3. Touch .
4. Touch **Delete**.

Sharing a photo or video

Want to share your best shots or an amusing trick your dog just did? Simply share the photos and videos using email, Bluetooth, and more.

1. On the home screen, touch .
2. Touch the photo or video you want to share.
3. Touch .
4. Choose a sharing method and follow the onscreen instructions.

Setting a photo as the wallpaper

1. On the home screen, touch .
2. Choose the photo you want to set as the wallpaper.
3. Touch > **Set as** > **Wallpaper**.
4. Drag the frames of the grid to resize it.
5. Touch .

Music

In the mood for music? Your phone provides you with a supreme audio experience.

Adding songs

You can copy songs to your phone and immerse yourself in a world of extraordinary sound. To add songs to your phone:

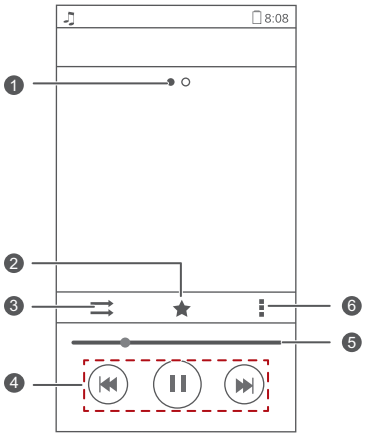
- Copy them from your computer using a USB cable.
- Download them from the web.
- Copy them from Bluetooth devices.
- Copy them from other devices using Wi-Fi.

Listening to music

1. On the home screen, touch .

2. Choose a category.

3. Touch the song you want to play.



1	Flick left or right to switch between the album cover and lyrics.
2	Touch ★ to add a song to your favourites.
3	Touch ⇄ to switch the playing mode.

4	• Touch ▶ to play and touch ❚❚ to pause. • Touch ⏮ to go back to the previous song. • Touch ⏭ to skip to the next song.
5	Drag the slider to control the playback.
6	Touch ⋮ to display the options menu from which you can perform additional operations.

When a song is playing, touch ⌂ to exit the playback screen without stopping the song. To return to the music playback screen, open the notification panel and touch the playing song.

Creating a playlist

Creating playlists lets you be creative with your songs and organise them into groups. You'll be able to listen to the playlist that best fits your mood.

1. On the home screen, touch .
2. Touch **Playlists** > **Create new playlist**.
3. Touch the text box to name the playlist.
4. Touch **Save**.
   You can now add songs to the playlist.
5. In the displayed dialogue box, touch **OK**.
6. Select the songs you want to add.
7. Touch **ADD**.

Playing a playlist

1. On the home screen, touch .
2. Touch **Playlists**.
3. Touch and hold the playlist you want to play.
4. From the displayed options menu, choose **Play**.

Deleting a playlist

1. On the home screen, touch .
2. Touch **Playlists**.
3. Touch and hold the playlist you want to delete.
4. From the displayed options menu, choose **Delete**.

Sharing a song

You can share your favourite songs with your family and friends using email, Bluetooth, and more.

1. On the home screen, touch .
2. Choose a category.
3. Touch and hold the song you want to share.
4. From the displayed options menu, choose **Share**.
5. Choose a sharing method and follow the onscreen instructions.

Setting a song as the ringtone

Want to hear your favourite song whenever you receive a call? Just make it your ringtone.

1. On the home screen, touch .
2. Choose a category.
3. Touch and hold the song you want to set as the ringtone.
4. From the displayed options menu, choose **Set as ringtone**.

Internet connection

Mobile data connection

After you insert a SIM card into your phone and switch it on for the first time, your phone automatically registers with your service provider's data service.

Checking the network connection

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **Mobile networks**.
3. Touch **Access Point Names** or **Network operators** to check network connection settings.

Your phone automatically reads access point settings from your SIM card. Do not change the access point settings; otherwise, you may not be able to access the network.

Enabling the data service

1. On the home screen, flick down from the status bar to open the notification panel.
2. Touch to enable your phone's data service.

When you don't need to access the Internet, disable the data service to save battery power and reduce data usage.

Setting up a Wi-Fi connection

When using your phone at home, you can connect to your Wi-Fi network. Many public locations now provide Wi-Fi hotspots, so if you're not at home, check if a hotspot is available.

Connecting to a Wi-Fi network

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. Under **WIRELESS & NETWORKS**, touch **Wi-Fi**.
   You phone then scans for available Wi-Fi networks and displays them.
4. Choose the Wi-Fi network you want to connect to, then touch **Connect**.
   Enter the Wi-Fi network's password if prompted.

If Wi-Fi and mobile data are both enabled, your phone connects to the Wi-Fi network preferentially. When Wi-Fi is unavailable, your phone automatically switches to the mobile data connection.

Connecting to a Wi-Fi network using WPS

Wi-Fi protected setup (WPS) lets you quickly connect to a Wi-Fi network. Simply press the WPS button or enter the PIN.

To use the WPS function and set up a Wi-Fi connection between your phone and a Wi-Fi hotspot, make sure the Wi-Fi hotspot also supports the WPS.

Using the WPS button

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. On the Wi-Fi network list, touch .
4. On the Wi-Fi hotspot device, press the WPS button.

Using the WPS PIN

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. On the Wi-Fi network list, touch .

4. Touch **WPS Pin Entry**.
   Your phone generates a PIN.
5. On the Wi-Fi hotspot device, enter the PIN.

Wi-Fi Direct

Wi-Fi Direct lets you easily connect two devices and transmit or share data between them.

Connecting two devices using Wi-Fi Direct

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch the Wi-Fi switch to turn on Wi-Fi.
3. On the Wi-Fi network list, touch .
   You phone then scans for available devices and displays them.
4. Select a device.

Sending a file using a Wi-Fi network

1. Touch and hold the file you want to send.
2. From the displayed options menu, choose **Share**.
3. Touch **Wi-Fi direct**.
   You phone then scans for available devices and displays them.
4. Touch the device you want to send the file to.

The steps may differ slightly depending on the file type.

Receiving a file using a Wi-Fi network

When a file comes in, your phone displays the **File transfer** dialogue box. Touch **Accept** to begin downloading the file.

By default, received files are saved to the **Wi-Fi direct** folder in **File Manager**.

Sharing your phone's mobile data connection

Want to access the Internet from multiple devices when you are on the go? Use USB tethering or set your phone as a Wi-Fi hotspot to share its data connection with other devices.

USB tethering

You can share your phone's data connection with a computer using a USB cable.

To use USB tethering, you may need to install your phone's driver on the computer or establish a network connection, depending on your computer's operating system. If your computer runs Windows Vista or later, or a recent Linux release, you can use your phone's USB tethering function without configuring any settings on your computer. If it runs another operating system or an earlier version, your computer will identify and install a driver automatically.

1. Use a USB cable to connect your phone to the computer.
2. On the home screen, touch then the **All** tab.
3. Under **WIRELESS & NETWORKS**, touch **More...**.
4. Touch **Tethering & portable hotspot**.
5. Select the **USB tethering** check box to share your phone's data connection.

You cannot use your phone's USB tethering function when the phone is in USB storage mode.

Wi-Fi hotspot

Your phone can also function as a Wi-Fi hotspot for other devices, sharing its mobile data connection.

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **More...**.

3. Touch **Tethering & portable hotspot** > **Portable Wi-Fi hotspot settings** > **Configure Wi-Fi hotspot**.
4. Name the Wi-Fi hotspot.
5. Select an encryption mode.

   It is recommended that you set the encryption mode to WPA2PSK to better secure the Wi-Fi network.

6. Set the key to the Wi-Fi hotspot.
   If another device wants to access your phone's network, the device must know this key.
7. Select the **Portable Wi-Fi hotspot** check box.
8. On the device you want to use, search for and connect to your phone's Wi-Fi network.

Sharing data

Bluetooth

Your phone is Bluetooth-capable, allowing you to connect to other Bluetooth-enabled devices for wireless data transmission. When using Bluetooth, stay within 10 meters (33 feet) of other Bluetooth devices.

Turning on Bluetooth

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **Bluetooth**.

When Bluetooth is turned on, your phone's name is displayed at the top of the **Bluetooth** screen. Touch the name to set your phone's visibility.

To rename your phone, touch > **Rename phone**. When you are done, touch **Rename** to save the changes.

Pairing with other Bluetooth devices

To exchange data with another Bluetooth device, enable Bluetooth on both devices and pair them with each other.

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **Bluetooth**.
3. From the list of detected Bluetooth devices, touch a device and follow the onscreen instructions to pair with it.

To disconnect from a paired Bluetooth device, under **Paired devices**, touch > **Unpair**.

If you cannot set up a Bluetooth connection to another device, the device may not be compatible with your phone.

Sharing files using Bluetooth

Bluetooth enables you to conveniently send photos, videos, and other files to your family and friends. You can share files with Bluetooth-enabled devices without an Internet connection.

1. On the home screen, touch .
2. Touch and hold the file you want to send.
3. From the displayed options menu, choose **Share** > **Bluetooth**.
4. From the detected Bluetooth device list, select a device.

Receiving files using Bluetooth

1. When your phone receives a file transfer request, open the notification panel.
2. Touch **Bluetooth share: Incoming file** to display a file reception dialogue box.
3. Touch **Accept** to start receiving the file.

When the file is received, your phone will notify you of the successful transfer. Open the notification panel to read the notification. By default, received files are saved to the **bluetooth** folder in **File Manager**.

Using DLNA

The Digital Living Network Alliance (DLNA) aims to implement intercommunication between computers and other electronic products through wired and wireless networks, providing users with seamless digital media services. DLNA enables users on the same Wi-Fi network to share multimedia files easily. Using DLNA, you can:

- Share multimedia files with your friends.
- Access multimedia files on other DLNA devices.
- Play multimedia files on other devices and control the playback.

Before you use DLNA, make sure your phone and other DLNA devices are connected to the same Wi-Fi network and DLNA is enabled on all

devices.

On the home screen, touch **Tools** > to access DLNA. You can then share photos, videos, and songs with other DLNA devices, as well as view and download the multimedia files that other DLNA devices are sharing with you.

Huawei Beam

Huawei Beam lets you quickly share data between two Near Field Communication (NFC) enabled phones. To share a web page or contact using Huawei Beam, simply place two phones back to back.

Turning on Huawei Beam

1. On the home screen, touch then the **All** tab.
2. Under **WIRELESS & NETWORKS**, touch **More...**.
3. Select the **NFC** check box to turn NFC on.
4. Touch **Huawei Beam** then the **Huawei Beam** switch.

Sharing a web page or contact

Before you use Huawei Beam to share a web page or contact, make sure both phones are unlocked and that NFC and Huawei Beam are enabled.

1. Select the web page or contact you want to share.
2. Place the two phones back to back.
   After a connection is set up, the phones play a tone, and the web page or contact screen shrinks.
3. Touch the shrunken screen to display its information on the other phone.

Connecting your phone to a computer

When you connect your phone to a computer using a USB cable, your phone will display a notification prompting you to select a connection type.

MTP mode

The Media Transfer Protocol (MTP) is used to transfer media files, such as pictures, songs, and videos, between your phone and a computer. The MTP mode is only compatible with Windows Media Player 10 or later.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, choose **Media device (MTP)**.
   The phone driver is then automatically installed on the computer.
3. After the driver is installed, follow the onscreen instructions on the computer to view or transfer files.

PTP mode

The Picture Transfer Protocol (PTP) is another method to transfer pictures and videos to your computer.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, choose **Camera (PTP)**.
   The phone driver is then automatically installed on the computer.
3. After the driver is installed, follow the onscreen instructions on the computer to view or transfer files.

Mass storage mode

In mass storage mode, you can use your phone as a USB mass storage device and transfer files between your phone and a computer.

1. Use a USB cable to connect your phone to the computer.
2. On the **USB computer connection** screen, choose **USB mass storage**.
   The phone driver is then automatically installed on the computer.
3. The computer will identify your phone as a USB mass storage device. You can then transfer files between your phone and the computer.

⚠ If you unplug your phone from your computer while it's transferring or saving data, you might risk losing some data.

File Manager

File Manager helps you manage files and applications in your phone's internal storage and microSD card. You can view, create, edit, delete, move, archive, compress, and decompress files.

Creating a folder

You can create folders to better manage the files and applications stored in your phone's internal storage or microSD card.

1. On the home screen, touch .
2. Touch **Internal** or **SD card**.
3. Touch > **New folder**.
4. In the displayed dialogue box, name the new folder.
5. Touch **Save**.

Searching for a file

Can't remember where you saved all your files? The search function helps you quickly find what you're looking for.

1. On the home screen, touch .
2. Touch **Internal** or **SD card**.
3. Touch > **Search**.
4. Enter part or all of the file name.
   Matching results will be displayed.

Copying, cutting, and pasting a file

1. On the home screen, touch .
2. Touch and hold the file you want to copy or cut.

3. From the displayed options menu, choose **Copy** or **Cut**.
4. Select where you want to paste the file.
5. Touch **Paste**.

Compressing or decompressing files

You can compress files into .zip files to save space or decompress .zip and .rar files.

1. On the home screen, touch .
2. Touch and hold the file or folder you want to compress.
3. From the displayed options menu, choose **Compress**.
4. Choose the save path of the compressed file and name it.
5. Touch **OK**.

To decompress a file, touch and hold it, then choose **Extract** from the displayed options menu.

Renaming a file

1. On the home screen, touch .
2. Touch and hold the file you want to rename.
3. From the displayed options menu, choose **Rename**.
4. In the displayed dialogue box, enter a new name for the file.
5. Touch **OK**.

Deleting a file

1. On the home screen, touch .
2. Touch and hold the file you want to delete.
3. From the displayed options menu, choose **Delete**.
4. Touch **OK**.

Creating a shortcut for a file or folder

1. On the home screen, touch .
2. Touch the file or folder you want to create a shortcut for.
3. From the displayed options menu, choose **Desktop shortcuts**.

Checking the memory status

Before you save large files to your phone's internal storage or microSD card, make sure there is enough space first.

1. On the home screen, touch .
2. Touch > **Storage**.
3. On the **Storage settings** screen, view the total and available space on your phone's internal storage or microSD card.

Managing applications

Downloading applications

A rich selection of applications is available through Google's **Play Store**. You can also connect your phone to a computer to transfer already downloaded applications.

Installing an application

Play Store should be your primary download source. Some applications downloaded from some other sources may be malicious or incompatible with your phone.

1. On the home screen, touch **Tools** > .
2. Select the application you want to install.
3. Touch > **Install**.
4. Touch **Done**.

During the installation, an **Install blocked** message may be displayed. Read the massage carefully as it may contain important information or warnings. If you want to continue with the installation, touch **Settings** > **Security**, then select the **Unknown sources** check box to allow installation of third-party applications. Then touch to proceed.

Viewing applications

You can view detailed information about all applications installed on your phone.

1. On the home screen, touch then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.

4. Select the application you want to view.

Uninstalling an application

You can remove unwanted applications to increase your phone's available storage.

1. On the home screen, touch then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.
4. Select the application you want to uninstall.
5. Touch **Uninstall** > **OK**.

Some pre-installed applications cannot be uninstalled.

Clearing the application cache

You can clear the application cache to free up space.

1. On the home screen, touch then the **All** tab.
2. Under **APPS**, touch **Manage apps**.
3. Flick to **All**.
4. Touch **Clear cache**.

Basic utilities

Calendar

Calendar is your own personal assistant, helping you to manage, arrange, and keep track of all your important events.

Creating an event

1. On the home screen, touch .
2. Touch .
3. Enter event details, such as the event name, time, and location.
4. Touch **Save**.

Viewing events

1. On the home screen, touch .
2. Touch the tabs at the top of the screen to switch between the year, month, week, day, and agenda views. The agenda view displays all your calendar events.

Sharing an event

You can easily share your events with family and friends using a number of sharing methods, such as Bluetooth or email.

1. On the home screen, touch .
2. Open the event you want to share.
3. Touch > **Send event**.
4. Select a sharing method, then follow the onscreen instructions.

Synchronising and viewing events

Calendar events in your accounts (such as an email account) can be synchronised to and viewed on **Calendar**.

1. On the home screen, touch .
2. Touch > **Calendars to be displayed**.
3. Select the account whose calendar you want to display.
4. Touch > **Calendars to be synced**.
5. Select the account from which you want to synchronise calendar events.
6. Touch **OK**.

Modifying calendar settings

1. On the home screen, touch .
2. Touch > **Settings**.
3. Follow the onscreen instructions to configure the calendar settings.

Clock

Clock lets you view the local time from around the world, keep track of time with the stopwatch or timer, and set an alarm for your morning wake-up call.

Adding an alarm

1. On the home screen, touch then the **Alarm** tab.
2. From the alarm list, touch .
3. Set the alarm time, ringtone, how often it repeats, and more.
4. Touch **DONE**.

Alarms will still function even if your phone is switched off.

Deleting an alarm

1. On the home screen, touch then the **Alarm** tab.
2. From the alarm list, touch and hold the alarm you want to delete.
3. From the displayed options menu, choose **Delete alarm**.

4. Touch **OK**.

Configuring alarm settings

1. On the home screen, touch then the **Alarm** tab.
2. From the alarm list, touch > **Settings**.
3. On the alarm settings screen, set the ring mode, snooze duration, and the volume button's function when an alarm sounds.

Weather

Weather provides you with the latest weather information for any city around the world. You can share weather information with your family and friends.

Before you use **Weather**, turn your phone's GPS and data service on.

Adding a city

Add cities to **Weather** to check their real-time weather information.

1. On the home screen, touch **Tools** > .
2. Touch > .

In addition to your current city, you can add up to nine cities.

3. Enter a city name.
   Matching cities are then displayed.
4. Select the city you want to add.

Setting the default city

1. On the home screen, touch **Tools** > .
2. Touch .
3. Next to the city you want to set as your default, touch .

Deleting cities

1. On the home screen, touch **Tools** > .
2. Touch > .
3. Select the cities you want to delete, then touch **DELETE (%d)**.

Updating weather

1. On the home screen, touch **Tools** > .
2. Flick left or right to find the city whose weather you want to update.
3. Touch to update the weather.

You can also set **Weather** to update automatically. Touch > , select **Auto update**, and set **Update interval**. Your phone will then update the weather at the interval you set.

Sharing weather information

Your phone lets you send weather information as a text message to remind your family and friends of weather changes.

1. On the home screen, touch **Tools** > .
2. Flick left or right to find the city whose weather you want to share.
3. Touch to display the messaging screen.
4. You can then:
   - Enter a phone number.
   - Touch to select a contact.
5. Touch Send to send the weather information.

Accounts and sync

You can synchronise data on your phone, such as contacts, emails, and events, to and from the Internet.

Adding an account

1. On the home screen, touch then the **All** tab.
2. Under **ACCOUNTS**, touch **Add account**.
3. Select an account type.
4. Follow the onscreen instructions and enter your account information.
5. Configure the account and set the type of data you want to synchronise. After you set up an account, it is displayed in the **ACCOUNTS** section.

The types of data you can synchronise to your phone vary with account type.

Deleting an account

1. On the home screen, touch then the **All** tab.
2. Under **ACCOUNTS**, select an account type.
3. Select the account you want to delete.
4. Touch ☰ > **Remove account**.
5. In the displayed dialogue box, touch **Remove account**.

Turning on data synchronisation

1. On the home screen, touch then the **All** tab.
2. Under **ACCOUNTS**, select an account type.
3. Select the account you want to synchronise from.

4. Touch the data you want to synchronise.

You can touch ☰ > **Sync now** to synchronise data in the background.

Modifying account synchronisation settings

1. On the home screen, touch then the **All** tab.
2. Under **ACCOUNTS**, select an account type.
3. Select the account whose synchronisation settings you want to modify.
4. Under **Sync settings**, select the data you want to synchronise.

Settings

Turning flight mode on or off

Always comply with the flight operator's rules and regulations. If the flight operator allows flight mode, turn it on to disable your phone's wireless features.

You can then safely use your phone to listen to music, watch films, and play games.

Use one of the following methods to turn **Aeroplane mode** on or off:

- Press and hold the power button. From the displayed options menu, choose **Aeroplane mode**.
- On the home screen, touch then the **All** tab. Under **WIRELESS & NETWORKS**, touch **Aeroplane mode**.

When flight mode is on, appears in the status bar.

Tone settings

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Sound**.
3. From the settings screen, you can:
   - Touch **Volume** and drag the sliders to set the volume of music, ringtones, message tones, and more.
   - Touch **Vibration** to set whether your phone vibrates when you have an incoming call, message, email, event, and more.
   - Touch **Silent mode** to turn silent mode on or off.
   - Touch **Phone ringtone** to select a ringtone.
   - Touch **Notification tone** to select a tone for messages, emails, events, and more.

- Touch **System** to turn the notification tone or vibration on or off when you touch or lock the screen, take a screenshot, dial a number, and more.

You can adjust the volume from the home screen or most applications, such as call, music, and video.

Display settings

1. On the home screen, touch then the **All** tab.
2. Under **DEVICE**, touch **Display**.
3. On the settings screen, you can:
   - Touch **Brightness** to set the screen brightness.
   - Touch **Wallpaper** to set the lock screen and home screen wallpapers.
   - Touch **Auto-rotate screen** to turn the screen auto-rotate function on or off. Turn this function on to let your phone automatically switch between landscape and portrait views depending on your phone's orientation.
   - Touch **Sleep** to set a screen timeout period. If idle for the specified period, your phone automatically locks its screen to save battery power.
   - Touch **Daydream** to turn the screen saver function on or off. Turn this function on to let your phone automatically display the screen saver while it is being charged.
   - Select or clear the **Touch key light** check box to turn on or off the smart backlight function. If this function is turned on, your phone automatically adjusts the screen brightness based on the content displayed on it.
   - Touch **Font size** to change the display font size.

Setting the date and time

Your phone obtains time and date information from the network. You can also set the date and time manually if required.

1. On the home screen, touch then the **All** tab.

2. Under **SYSTEM**, touch **Date & time**.
3. From the settings screen, you can:
   - Clear the **Automatic date & time** check box to stop your phone from automatically obtaining the network date and time.
   - Clear the **Automatic time zone** check box to stop your phone from automatically obtaining the network time zone.
   - Touch **Set date**, then flick up or down to set the date.
   - Touch **Set time**, then flick up or down to set the time.
   - Touch **Select time zone** to set your time zone. Scroll the list up or down to find your time zone.
   - Select or clear the **Use 24-hour format** check box to switch between 24-hour and 12-hour formats.
   - Touch **Select date format** to select which date format you prefer.

Changing the system language

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Language & input**.
3. Touch **Language**.
4. From the list, choose a language.

Modifying location service settings

You can modify your phone's location service settings for more convenient positioning and navigation services.

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Location services**.
3. From the settings screen, you can:
   - Touch **Access my location** to allow access to your phone's location information.

- Touch **GPS satellites** to have your phone obtain your location information from GPS satellites.
- Touch **Wireless networks** to have your phone obtain your location information from a Wi-Fi network or mobile data connection.

Setting the PIN of your SIM card

A personal identification number (PIN) is delivered with your SIM card. If you enable the SIM card lock, you must enter the PIN each time you turn your phone on.

Before enabling the SIM card lock, make sure you have obtained the PIN from your service provider.

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Security**.
3. Touch **Set up SIM/RUIM card lock**.
4. Select the **Lock SIM card** check box.
5. Enter the PIN.
6. Touch **OK**.

⚠ The SIM card allows only a limited number of consecutive retries if an incorrect PIN is entered. If this limit is exceeded, you must enter a PIN unblocking key (PUK), which you can obtain from your service provider. The number of consecutive attempts to enter the PUK incorrectly is also limited. If this limit is exceeded, your SIM card will be permanently disabled. For details about these limits, contact your service provider.

Restoring factory settings

Restoring the factory settings erases all your personal data from your phone, including your email accounts, system and application settings, and installed applications.

Back up important data on your phone before you restore factory settings.

1. On the home screen, touch then the **All** tab.
2. Under **PERSONAL**, touch **Backup & reset**.
3. Touch **Factory data reset** > **Reset phone** > **Reset phone**.
   The phone will restore its factory settings and restart.

Online update

Once in a while, new updates for your phone will be available online. You will receive a notification when updates are available. Before updating, make sure your phone has enough storage space for the update package.

To update your phone manually, go to the home screen, touch > **About phone** > **System Update** > **Online Update** to check for updates, then follow the onscreen instructions.

System updates generally do not affect your personal data. However, you should back up your data to prevent data loss in cases where the update affects your data.

Accessibility

You can turn installed or preset accessibility features on or off.

1. On the home screen, touch then the **All** tab.
2. Under **SYSTEM**, touch **Accessibility**.
3. Select the features you want to turn on or off.

This guide is for reference only. The actual product, including but not limited to the color, size, and screen layout, may vary. All statements, information, and recommendations in this guide do not constitute a warranty of any kind, express or implied.

Please visit http://consumer.huawei.com/en/support/hotline for recently updated hotline and email address in your country or region.

Model: HUAWEI G6-L11, HUAWEI G6-L22, HUAWEI G6-L33
V100R001_01